Call to Order and Read the Vision Statement (6:15)
Public Commentary (6:17)
Student Report (6:20)
Curriculum Review; HES Social Emotional Wellness (6:25)
HEAC Report (6:55)
Environmental Assessment (7:15)
School Improvement Plan for TBS; Vote (7:35)
Superintendent Update (7:45)
Enrollment Numbers (7:55)
Grant Approvals (8:10)
School Building Update (8:15)
Policy Review; Vote (8:20)
Agenda Items (8:40)
Approval of Meeting Minutes (8:45)
Liaison/Sub-committee Reports (8:50)
Public and School Committee Commentary (9:00)
Executive Session (9:05); pursuant to Massachusetts General Laws Chapter 30A section 21 (a) and (3) for the following purposes:
(a) To discuss strategy with respect to an in preparation for collection bargaining with Harvard Teachers’ Association because an open discussion may have a detrimental effect on the bargaining position of the Committee.

Materials: Grant information, Curriculum presentation, HEAC report, Draft Environmental Impact Form, Updated SIP, Superintendent’s Report, Enrollment Numbers/Section Enrollment, Policies, Meeting Minutes

Vision Statement: The Harvard Public Schools Community, dedicated to educational excellence, guides all students to realize their highest potential by balancing academic achievement with personal well-being in the pursuit of individual dreams. The students engage in learning how to access and apply knowledge, think critically and creatively, and communicate effectively. They develop the confidence and ability to understand diverse perspectives, collaborate, and contribute to their local, national, and global communities.
Social/Emotional Learning at HES

School Committee Presentation
October 29th, 2019
Objectives

- SEL core competencies
- Various layers of SEL
- SEL committee make-up
- Committee goals
- SEL in action at grade levels and school level
Social and emotional learning is the process through which children and adults acquire and effectively apply the knowledge, attitudes, and skills in these five competency areas:

- Self-awareness
- Self-management
- Social-awareness
- Relationship skills
- Responsible decision making
SEL is embedded within our mission statement. 

The Harvard Public Schools community, dedicated to educational excellence, guides all students to realize their highest potential by balancing academic achievement with personal well-being in the pursuit of individual dreams. The students engage in learning how to access and apply knowledge, think critically and creatively, and communicate effectively. They develop the confidence and ability to understand diverse perspectives, collaborate, and contribute to their local, national and global communities.
Layers that help students acquire and apply knowledge, attitudes and skills

Classroom practices - *language, routines, rituals*

School-wide practices and structures - *PAWS drawing, leadership group, DESSA*

Direct instruction - *Guidance, Second Step and Social Thinking lessons, SPED support and speech support for social pragmatics*

Infusion into the curriculum - *Literature Julia Cook books and Wonder, protocols for group discussions, POV in social studies*

Events - *Tiger Assembly, Julia Cook Author Visit*

Family engagement - *Two-way communication, parent teacher conferences, Seesaw*
Empathy
A feeling of understanding what someone else is feeling.

- Look at her face and body for clues.
- What is his point of view?
- How does she feel?
- How can I help?
- What is a kind thing to say?

Empathy is a foundation of compassion.
Self Care for Teachers Course

Week long course in August for teachers both to learn self-care techniques for themselves and learn how to integrate these into their day.
Summer 2019: Social Thinking Curriculum

Michelle Garcia Winner - speech-language pathologist who specializes in treating students who are experiencing **social and communication challenges**

Curriculum originally developed to help individuals with social learning challenges

Subset of the work is being **adopted into mainstream classrooms and workplaces around the world to improve social-emotional learning for all.**
Specific Examples
Self-Awareness, Self-Management, Social Awareness, Relationship Skills and Responsible Decision Making
Relationship Building
SEL in action at HES
Examples of Classroom Practices

Daily schedule
Social thinking
Second step
Calming corner
PAWS
Morning greeting
Popsicle sticks
Julia Cook books
Special person
Updated Literature...

Where Oliver Fits
Strictly No Elephants
Jabari Jumps
Be a Friend
After the Fall
Mixed
Allie All Along
All Are Welcome
Pipsqueaks, Slowpokes, and Stinkers: Celebrating Animal Underdogs
The Invisible Boy

If You Plant a Seed
Do Unto Otters
One
Nerdy Birdy Tweets
Each Kindness
Don't Touch My Hair
How Full Is Your Bucket
Howard B. Wigglebottom Learns to Listen
No, David!
Those Shoes
The Book of Mistakes
UNEXPECTED BEHAVIORS

Things people do or say that make other people feel stressed, upset, uncomfortable or weird.

When people feel unhappy they...

- Don't want to hang out with me.
- Might not like me.
- Don't want to keep talking to me.
- Take things away.
- Don't want to help me.
- Don't bring me to cool places.
- Don't trust me.
- Don't want to be my friend.
- Don't think I'm cool.

Ella is screaming in the bathroom. Is this behavior expected or unexpected?

Michael is raising his hand because he knows the answer. Is this behavior expected or unexpected?

Cameron is pulling all the items off of the shelf at the grocery store. Is this behavior expected or unexpected?

Grace is sitting in her seat when working on class work. Is this behavior expected or unexpected?

Georgia is raising her hand to talk at recess. Is this behavior expected or unexpected?

Mason is using a quiet voice when at his locker. Is this behavior expected or unexpected?
<table>
<thead>
<tr>
<th>Name</th>
<th>Grade or Role</th>
</tr>
</thead>
<tbody>
<tr>
<td>Barbi Kelley - PE</td>
<td></td>
</tr>
<tr>
<td>Emily Sterber - Speech</td>
<td></td>
</tr>
<tr>
<td>Karen Hurley - 4th</td>
<td></td>
</tr>
<tr>
<td>Erin Sintros - Health</td>
<td></td>
</tr>
<tr>
<td>Pam Chapman - 1st</td>
<td></td>
</tr>
<tr>
<td>Gretchen Gibbs - SPED</td>
<td></td>
</tr>
<tr>
<td>Dawn Hall - Guidance</td>
<td></td>
</tr>
<tr>
<td>Sangita Marya - 5th</td>
<td></td>
</tr>
<tr>
<td>Allie White - 1st</td>
<td></td>
</tr>
<tr>
<td>Marisa Khurana - SPED</td>
<td></td>
</tr>
<tr>
<td>Cindy Steeves - 2nd</td>
<td></td>
</tr>
<tr>
<td>Carrie McLaughlin - 2nd</td>
<td></td>
</tr>
<tr>
<td>Josh Myler</td>
<td></td>
</tr>
<tr>
<td>Dori Pulizzi</td>
<td></td>
</tr>
</tbody>
</table>
Identify themes for SEL work grade by grade

- Use our list of stated priorities to inform the work.
- Examine current practices.
- Identify overlaps and conflate, weeding out lessons as needed.
- Identify gaps, and add lessons as needed.

Hold grade level meetings facilitated by SEL committee members. (Encourage buy-in.)

Determine what more might be done to engage families. (How might we look to them as partners in our SEL work?)
Top Priorities (as identified by the committee)

Self Management - Self-control
Self Awareness - Relating feelings to thoughts and behaviors
Social Awareness - Empathy and perspective taking
Relationship Skills - Working cooperatively
Responsible Decision Making - Making constructive, safe choices for self, relationships, and school
Brief yet powerful universal screeners that allow educators to rate a student in under 60 seconds.

The assessments provide a highly reliable estimate of a student's social-emotional competence. Sensitive to change and offering reliable data.
Questions?
### Social Thinking Responses

<table>
<thead>
<tr>
<th>4</th>
<th>Behaviors that make others feel annoying</th>
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</thead>
<tbody>
<tr>
<td></td>
<td>• Rule Breaker</td>
</tr>
<tr>
<td></td>
<td>• Makes other people angry</td>
</tr>
<tr>
<td></td>
<td>• You will get into trouble</td>
</tr>
<tr>
<td></td>
<td>• You lose privileges</td>
</tr>
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</table>

<table>
<thead>
<tr>
<th>3</th>
<th>Behaviors that make others have weird thoughts</th>
</tr>
</thead>
<tbody>
<tr>
<td></td>
<td>• Weird Thoughts</td>
</tr>
<tr>
<td></td>
<td>• Makes people feel uncomfortable</td>
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</table>

<table>
<thead>
<tr>
<th>2</th>
<th>Behaviors that are fine to do</th>
</tr>
</thead>
<tbody>
<tr>
<td></td>
<td>• Makes people feel calm</td>
</tr>
<tr>
<td></td>
<td>• People want to play/work with you</td>
</tr>
</tbody>
</table>

<table>
<thead>
<tr>
<th></th>
<th>Makes other people feel good</th>
</tr>
</thead>
<tbody>
<tr>
<td>1</td>
<td>Think about other people</td>
</tr>
</tbody>
</table>
Feelings Check-in (Self-awareness)

A tool used by our guidance counselor

1. I am doing great. I feel good about myself and about what is going on around me.
2. I am doing OK. I'm not pleased, but I'm not upset. I can stay where I am and keep working. I can control my anger by myself.
3. I am getting really irritated. I need to walk away from what is bothering me. I will tell my teacher that I need a break.
4. I am getting too angry. My brain isn't working clearly. I might say or do something I will be sorry for later. I need to go to my safe place to calm down.
5. I can't stand this feeling. I am about to explode. I need to hit something, scream, or throw something. I need an adult to help me go to a safe place so I can calm down.
Agenda

• Energy Use FY07-FY19
• Energy Costs FY08-FY18
• Emissions FY07-FY19
• Energy Reduction Projects – History and Current
• Energy Reduction Projects - Future
• Energy Initiatives / Concerns

10/29/19
Town of Harvard Energy Advisory Committee
Energy Use

Harvard School Energy Use - Overall

<table>
<thead>
<tr>
<th>FY</th>
<th>Energy Use (MMBtu)</th>
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<tbody>
<tr>
<td>FY2007</td>
<td>16000</td>
</tr>
<tr>
<td>FY2008</td>
<td>14000</td>
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<tr>
<td>FY2009</td>
<td>12000</td>
</tr>
<tr>
<td>FY2010</td>
<td>10000</td>
</tr>
<tr>
<td>FY2011</td>
<td>8000</td>
</tr>
<tr>
<td>FY2012</td>
<td>6000</td>
</tr>
<tr>
<td>FY2013</td>
<td>4000</td>
</tr>
<tr>
<td>FY2014</td>
<td>2000</td>
</tr>
<tr>
<td>FY2015</td>
<td>0</td>
</tr>
<tr>
<td>FY2016</td>
<td>0</td>
</tr>
<tr>
<td>FY2017</td>
<td>0</td>
</tr>
<tr>
<td>FY2018</td>
<td>0</td>
</tr>
<tr>
<td>FY2019</td>
<td>0</td>
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</table>

-31%

Bromfield House
Hildreth School
Bromfield School

Town of Harvard Energy Advisory Committee

10/29/19
Energy Use – Bromfield School

Bromfield School Energy Use
Actual vs. Weather Normalized

10/29/19

Town of Harvard Energy Advisory Committee
Energy Use – Bromfield School

Bromfield Energy Use by Type

- Fuel (Oil-Gas)
- Electric

MMBtu

<table>
<thead>
<tr>
<th>FY07</th>
<th>FY08</th>
<th>FY09</th>
<th>FY10</th>
<th>FY11</th>
<th>FY12</th>
<th>FY13</th>
<th>FY14</th>
<th>FY15</th>
<th>FY16</th>
<th>FY17</th>
<th>FY18</th>
<th>FY19</th>
</tr>
</thead>
</table>

10/29/19

Town of Harvard Energy Advisory Committee
Energy Use – Hildreth School

Hildreth School Energy Use
Actual vs. Weather Normalized

10/29/19

Town of Harvard Energy Advisory Committee
Energy Use – Hildreth School

Hildreth Energy Use by Type

Boilers, Oil to Gas, Lighting
Boiler Hot Water VSDs
Controls BAS Repairs
Fuel (Oil > Gas)
Electric

MMBtu

FY07 FY08 FY09 FY10 FY11 FY12 FY13 FY14 FY15 FY16 FY17 FY18 FY19

10/29/19
Town of Harvard Energy Advisory Committee
### Energy Cost

#### Harvard Schools Energy Costs

<table>
<thead>
<tr>
<th></th>
<th>FY08</th>
<th>FY09</th>
<th>FY10</th>
<th>FY11</th>
<th>FY12</th>
<th>FY13</th>
<th>FY14</th>
<th>FY15</th>
<th>FY16</th>
<th>FY17</th>
<th>FY18</th>
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<tbody>
<tr>
<td>Total Energy Cost</td>
<td>$705,000</td>
<td>$703,000</td>
<td>$720,000</td>
<td>$725,000</td>
<td>$724,000</td>
<td>$723,000</td>
<td>$722,000</td>
<td>$721,000</td>
<td>$720,000</td>
<td>$719,000</td>
<td>$718,000</td>
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<tr>
<td>Bromfield School</td>
<td>$414,000</td>
<td>$417,000</td>
<td>$420,000</td>
<td>$423,000</td>
<td>$426,000</td>
<td>$429,000</td>
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<td>$435,000</td>
<td>$438,000</td>
<td>$441,000</td>
<td>$444,000</td>
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<tr>
<td>Hildreth School</td>
<td>$300,000</td>
<td>$300,000</td>
<td>$300,000</td>
<td>$300,000</td>
<td>$300,000</td>
<td>$300,000</td>
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<td>$300,000</td>
<td>$300,000</td>
<td>$300,000</td>
<td>$300,000</td>
</tr>
<tr>
<td>Bromfield House</td>
<td>$300,000</td>
<td>$300,000</td>
<td>$300,000</td>
<td>$300,000</td>
<td>$300,000</td>
<td>$300,000</td>
<td>$300,000</td>
<td>$300,000</td>
<td>$300,000</td>
<td>$300,000</td>
<td>$300,000</td>
</tr>
</tbody>
</table>

10/29/19

Town of Harvard Energy Advisory Committee
Energy Cost

FY2018 Schools Energy Costs = $301,600

- Bromfield School: $4,650, 1%
- Hildreth School: $95,702, 32%
- Bromfield House: $201,248, 67%

Town of Harvard Energy Advisory Committee

10/29/19
Emissions Down – Schools (TBS, HES, TBH)

Total Greenhouse Gases by Fiscal Year

Electric
Gas
Oil
Gasoline
Diesel
Propane

Metric Tons CO2 Equivalent


Electric
Gas
Oil
Gasoline
Diesel
Propane

Town of Harvard Energy Advisory Committee

10/29/19
<table>
<thead>
<tr>
<th>FY</th>
<th>Month</th>
<th>Project Description</th>
<th>Energy Type</th>
<th>Cost</th>
</tr>
</thead>
<tbody>
<tr>
<td>FY09</td>
<td>Aug 08</td>
<td>Boiler (2)/Burner (2)</td>
<td>Fuels</td>
<td>$100,000</td>
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<tr>
<td>FY10</td>
<td>Aug 09</td>
<td>Lighting Upgrade - Interior</td>
<td>Electric</td>
<td>$114,495</td>
</tr>
<tr>
<td>FY11</td>
<td>Dec 10</td>
<td>Building Automation System Upgrade / Retro-comm.</td>
<td>Fuels/Elect</td>
<td></td>
</tr>
<tr>
<td>FY11</td>
<td>Dec 10</td>
<td>Demand Controlled Ventilation Gym</td>
<td>Fuels</td>
<td></td>
</tr>
<tr>
<td>FY11</td>
<td>Dec 10</td>
<td>Pneumatic Controls Conversion</td>
<td>Fuels</td>
<td></td>
</tr>
<tr>
<td>FY11</td>
<td>Dec 10</td>
<td>Demand Controlled Ventilation - Library, Auditorium, Café</td>
<td>Electric</td>
<td>$140,223</td>
</tr>
<tr>
<td>FY11</td>
<td>Dec 10</td>
<td>Roof Top Unit fan &amp; Boiler Hot Water Variable Speed Drives</td>
<td>Electric</td>
<td></td>
</tr>
<tr>
<td>FY11</td>
<td>Dec 10</td>
<td>Convert to Gas</td>
<td>Fuels</td>
<td></td>
</tr>
<tr>
<td>FY13</td>
<td>Dec 12</td>
<td>Retro-commissioning Repairs - actuators, sensors, controllers, dampers valves</td>
<td>Fuels/Elect</td>
<td>$45,466</td>
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<tr>
<td>FY13</td>
<td>Dec 12</td>
<td>Library Air Handler Unit Controller Replacement</td>
<td>Electric</td>
<td></td>
</tr>
<tr>
<td>FY16</td>
<td>May 16</td>
<td>Lighting Upgrade - Exterior LED</td>
<td>Electric</td>
<td>$42,285</td>
</tr>
<tr>
<td>FY17</td>
<td>Sep 16</td>
<td>Lighting Upgrade - Hallway / Occupancy Sensors</td>
<td>Electric</td>
<td>$67,451</td>
</tr>
<tr>
<td>FY17</td>
<td>Dec 16</td>
<td>Monitoring Project – Retro-commissioning/BAS</td>
<td>Fuels/Elect</td>
<td>$52,323</td>
</tr>
</tbody>
</table>
## Bromfield Projects - History

<table>
<thead>
<tr>
<th>FY19</th>
<th>Monitoring Project - Software</th>
<th>Fuels / Electric</th>
<th>$6,151</th>
</tr>
</thead>
<tbody>
<tr>
<td>FY19</td>
<td>BAS Control Programming</td>
<td>Fuels / Electric</td>
<td>$6,279</td>
</tr>
<tr>
<td>FY19</td>
<td>Weatherization (Air Sealing)</td>
<td>Fuels</td>
<td>$14,252</td>
</tr>
<tr>
<td>FY19 Sep 2018</td>
<td>Lighting Upgrade - Classrooms/Gym/ Auditorium</td>
<td>Electric</td>
<td>$214,760</td>
</tr>
<tr>
<td>FY19</td>
<td>Retrocommissioning /Building Automation System (BAS)</td>
<td>Fuels / Electric</td>
<td>$5,050</td>
</tr>
<tr>
<td>FY20 Dec 2019</td>
<td>Lighting Upgrade – Remaining - Fall 2019</td>
<td>Electric</td>
<td>$78,847</td>
</tr>
</tbody>
</table>

10/29/19

Town of Harvard Energy Advisory Committee
Hildreth & Bromfield House Projects - History

**HES**

<table>
<thead>
<tr>
<th>Year</th>
<th>Date</th>
<th>Project Description</th>
<th>Category</th>
<th>Cost</th>
</tr>
</thead>
<tbody>
<tr>
<td>FY10</td>
<td>Dec 09</td>
<td>Boiler/Burner(2) Convert to Gas</td>
<td>Fuels</td>
<td>$30,000</td>
</tr>
<tr>
<td>FY10</td>
<td>Dec 09</td>
<td>Lighting Upgrade</td>
<td>Electric</td>
<td>$32,687</td>
</tr>
<tr>
<td>FY11</td>
<td>Apr 11</td>
<td>Boiler Hot Water Variable Speed Drives</td>
<td>Electric</td>
<td>$53,199</td>
</tr>
<tr>
<td>FY12</td>
<td>Dec 12</td>
<td>Building Automation System</td>
<td>Electric/Fuels</td>
<td>$103,659</td>
</tr>
<tr>
<td>FY13</td>
<td>Dec 12</td>
<td>Retr-commissioning &amp; Repairs</td>
<td>Electric/Fuels</td>
<td>$103,659</td>
</tr>
<tr>
<td></td>
<td></td>
<td>Demand Controlled Ventilation Gym, Cafeteria</td>
<td></td>
<td></td>
</tr>
<tr>
<td>FY13</td>
<td>Dec 12</td>
<td>Solar Array HES Roof 5 kW</td>
<td>Electric</td>
<td>$40,000</td>
</tr>
</tbody>
</table>

**Bromfield House**

<table>
<thead>
<tr>
<th>Year</th>
<th>Description</th>
<th>Category</th>
<th>Cost</th>
</tr>
</thead>
<tbody>
<tr>
<td>FY16</td>
<td>FY16 Replaced boiler and converted oil to gas.</td>
<td>Fuels</td>
<td></td>
</tr>
</tbody>
</table>

Total Green Community, National Grid and Clean Energy Center Grants = $1,047,000

10/29/19
Town of Harvard Energy Advisory Committee
Future Projects – Energy Reduction Opportunities

• Bromfield LED Lighting—remaining misc support areas
  • Green Community Grant Sep ’19 - Subcontract Oct ’19; Complete by Dec ’19

Future
• Bromfield Focus – Work with Jon S - Variable boiler controls; repairs
• Bromfield Setback temperature – address root cause of frozen coils
• Monitoring Recommendations – Fraunhofer extended to all circuits pending final IT network modifications.
• Bromfield Hot Water Tank – consider Solar Electric or Solar Thermal?
• FY22-23 capital projects HVAC/AHU/AC – any eligible for grant funds?

10/28/19
Town of Harvard Energy Advisory Committee
Energy Initiatives / Concerns

• Energy Policy
• Energy Manager
• Car Charging Station
• Student Collaboration; Curriculum Integration
• Solar
  • Bromfield – Limited Rooftop
  • HES - Existing 5kW Solar Array – Re-use?
  • HES - New solar array – how to fund?
• HES - Building Automation System – integrate with Bromfield
Town of Harvard

Environmental/Re-Use/Energy/Resiliency Review Form

Committee/Board/Department: ________________________________
Project/ Decision/Acquisition Name: ____________________________
Date: ____________________________
Contact Name: ________________________________
Phone/Email Contact Information: ______________________________

Background: The Town and its residents are seeking to facilitate consideration of the environment, energy efficiency and renewable content, the re-use/re-cycling of materials, and the enhancement of resiliency in our Town projects, planning and major decisions. Please complete this form before a public meeting and a decision to take action and submit it to _______ for posting on the [create new webpage] on the Town Website.

This information will inform other boards, Town government and the public and facilitate their feedback on choices that your Board/Committee/Department takes into consideration. It will ensure opportunities for environmental protection, re-use, energy conservation and resiliency are considered in decision-making. It will also provide a measure of transparency into what was included in the decision-making.

What does this apply to? [Major policy decisions that could have significant impacts (e.g. pay as you throw at the Transfer Station, a Town or School building project, purchase of a major capital item, ..... or requested by another Town board, official or resident]

What does this not apply to? Regulatory hearings that are governed by MA law and Town Bylaws (e.g., zoning hearings, Conservation Commission hearings, etc.)

1. Please describe any potential environmental impacts or considerations associated with the Project, Acquisition or Decision. What choices were made about seeking ways to reduce environmental impacts (e.g. alternative designs, locations, sharing resources etc.)

2. What is the expected life of the acquisition or duration of the project? What are the options for the de-commission, disposal, re-use, resale or recycling during and at the end of that life span? What are the pros and cons of these options?
3. Please describe any energy efficiency or green energy options that may be considered associated with the Project or Decision. What are their pros and cons?

4. Please describe any resiliency and/or hazard-mitigation opportunities that may be considered that help fulfill a Town climate-related resiliency plan. Please describe the pros and cons of such measures.

5. Please share any other relevant information.
Superintendent's Update
October 29, 2019

I. **Teacher Negotiations for CASE**  
*Standard IV: Professional Culture*

We began the negotiation process with the teachers for their new contract. They have chosen traditional bargaining and have a MTA representative at the table. The superintendents from Concord and Lincoln and the executive director joined me at the table. We will be meeting regularly throughout the fall and winter to come to agreements.

II. **Bus Driver Breakfast**  
*Standard IV: Professional Culture*

We continued a seven year tradition of treating the bus drivers to a special breakfast. The cafeteria staff prepared the food and set the table with tablecloths and dishes. We arranged for a student performance and provided gifts of appreciation. We thanked them for greeting our students each morning and ensuring their safety to and from school. Most of the drivers have driven for the Harvard School District for many years, predating our contract with Dee Busing.

III. **Diversity, Equity and Inclusion Committee and Arm in Arm Meetings**  
*Standard IV: Professional Culture*

The Diversity Equity and Inclusion Committee met and welcomed Chief Denmark to describe information about a grant funded program that he would like to bring to the Harvard Community named the Kingian Nonviolent Principles. Twelve members of the committee, including three students, signed up to participate in the upcoming training session. The program is based on the examples of Martin Luther King Jr.'s life and center on these principles:

**SIX PRINCIPLES OF NONVIOLENCE**

- **PRINCIPLE ONE:** Nonviolence is a way of life for courageous people.
- **PRINCIPLE TWO:** Nonviolence seeks to win friendship and understanding.
- **PRINCIPLE THREE:** Nonviolence seeks to defeat injustice not people.
- **PRINCIPLE FOUR:** Nonviolence holds that suffering can educate and transform.
- **PRINCIPLE FIVE:** Nonviolence chooses love instead of hate.
- **PRINCIPLE SIX:** Nonviolence believes that the universe is on the side of justice.
The Arm in Arm leadership group met to debrief about the recent town read event and to plan the next town read. The plan is to focus our next reading on an area of special ability. This might create an intersection between Arm in Arm and the SEPAC members. Future events include the Mosque visit this Sunday at 11:45, an environmental/religion panel, chat bench project, multicultural dance, and more.

IV. Professional Presentation

*Standard I: Instructional Leadership/Professional Culture*

Aziz presented at the international conference of school business managers. Here is the feedback from his experience:

> Just wanted to give you an update on what happened during the conference. As you know I had a session on automation of excel workbooks. After I finished the session the organizers approached me and asked if I can present it one more time on the next day. Apparently, my session was the most popular session of the conference. I had very positive feedback and an invitation to present next year with free conference registration :). I did not expect anything like this. Just wanted to share this with you. There are photos from the conference. I will share those as soon as I receive them. I will see you tomorrow.

V. Superintendent Forum

*Standard I: Instructional Leadership/Professional Culture*

I attended a professional development workshop held at the Research for Better Teaching and center in Acton. The learning focused on the supervision and development of principals' instructional leadership skills to push past mediocre school performance, lead with a sense of purpose and urgency, and help those they lead become better at what they do. This course was taught by educational leaders Jon Saphier and Pia Durkin.

This was followed up by our Harvard leadership team meeting where we are using the new DESE on-line tool to calibrate and strengthen our feedback to teachers. The site, [http://www.maoptic.com/](http://www.maoptic.com/), provides videos, rubrics, and calibration tools to be used by district teams.
<table>
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<th>Time</th>
<th>Department</th>
<th>Name</th>
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<td>9:30 a.m.</td>
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<td>October 31, 2019</td>
<td>10:30 a.m.</td>
<td>Central Office</td>
<td>Linda Dwight</td>
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<tr>
<td>November 1, 2019</td>
<td>10:30 a.m.</td>
<td>Hildreth</td>
<td>Josh Myler</td>
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<td>11:30 a.m.</td>
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<td>10:00 a.m.</td>
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<td>Scott Hoffman</td>
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<td>11:00 a.m.</td>
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<td>Chris Boyle</td>
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<td>12:00 p.m.</td>
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Hello all,

Attached are the 4 PTO Request forms for the money that we received from the PTO this week in the amount of $2,680.00.

It is my understanding that one of these programs-Traveling Science Workshop Acton Discovery Museum: Sound, has already been through the School Committee and has been accepted. It is attached separately. The other three programs awaiting School Committee acceptance are grouped together.

Please let me know if we need anything else.

Mandy Ostaszewski
Administrative Assistant
Hildreth Elementary School
27 Massachusetts Avenue
Harvard, MA 01451

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2 attachments

PTOCurriculumRequestAccepted.pdf
387K

PTOREquestNeedAcceptance.pdf
1080K
HES PTO CURRICULUM ENRICHMENT REQUEST FORM

The PTO asks to be recognized on all permission slips & email communications sent to parents regarding the enrichment programs we support.

PLEASE NOTE: All checks will be made payable to the Hildreth Elementary School. Contact the school business office to request your approved funds for vendor payment.

Date of Request: 9/12/19  Amount Requested: $685.00
Submitted By: Jim Accorsi  Email: jaccorsi@ps.harvard.edu
Program/Project Title: The Magic of Maps
Description: (provide as much detail about your request as possible):

The new 4th grade Social Studies standards include an increased emphasis on geography and (map) globe skills. There is a significant focus of these areas within our units of study. We would like to have a vision of the program, "The Magic of Maps," and "The Map Lady," to both reinforce and enrich student learning. Many thanks for your support of our curriculum and students.
Approximate number of students impacted: 50
Program/Project Start Date & End Date: January 7th - 8th, 2020
Magic of Maps" with "Map Lady" Susan Pietrantoni

*****************************************************************************

Signature of Applicant: Jim Accosi  Date: 9/12/19
Signature of Principle:  Date: 9/13/19

Email a copy of the completed grant request form to Kate Guthro at kate@guthro.net
Questions, contact Kate Guthro at kate@guthro.net
HES PTO CURRICULUM ENRICHMENT REQUEST FORM

The PTO asks to be recognized on all permission slips & email communications sent to parents regarding the enrichment programs we support.

PLEASE NOTE: All checks will be made payable to the Hildreth Elementary School. Contact the school business office to request your approved funds for vendor payment.

Date of Request: 10/9/19  
Amount Requested: $955

Submitted By: E.Newbould  
Email: enewbould@psharvard.org

Program/Project Title: Discovery Museum Traveling Workshop

Description: (provide as much detail about your request as possible):
We are requesting for Discovery Museum to present 2 workshops for our kindergarten students:
Force and Motion and Weather. We have had these 2 programs presented to our students in the past and have found them to be very enriching and a nice compliment to our Science curriculum.
The cost for Force and Motion is $470 and Weather is $485. We could receive a discount if we book both programs.

Approximate number of students impacted: 60

Program/Project Start Date & End Date: winter and spring of 2020

******************************************************************************

Signature of Applicant: Erin Newbould  
Date: 10/9/19

Signature of Principle:  
Date: 

Email a copy of the completed grant request form to Kate Guthro at kate@guthro.net
Questions, contact Kate Guthro at kate@guthro.net
HES PTO CURRICULUM ENRICHMENT REQUEST FORM

The PTO asks to be recognized on all permission slips & email communications sent to parents regarding the enrichment programs we support.

PLEASE NOTE: All checks will be made payable to the Hildreth Elementary School. Contact the school business office to request your approved funds for vendor payment.

Date of Request: 9-29-19
Amount Requested: $ 500

Submitted By: Amy Ressage Email: abassage@psharad.com
Program/Project Title: Native American Drumming & Dancing

Description: (provide as much detail about your request as possible):
- Celebration of Native American Peoples and Traditions - 3rd grade
- Drumming, dancing, storytelling by Larry Spotted Crow from MA Center for Native American Awareness
- mcnaa.org/larry-spotted-crow.html

Approximate number of students impacted: about 80 third graders

Program/Project Start Date & End Date: Oct. 18 1:45 - 2:45

**************************************************************************************************

Signature of Applicant: Amy Ressage Date: 9-29-19

Signature of Principle: ___________________________ Date: 11/22/17

Email a copy of the completed grant request form to Kate Guthro at kate@guthro.net
Questions, contact Kate Guthro at kate@guthro.net
Re: PTO Grant Request, Politics Club

3 messages

Thomas <thomasl01@hotmail.com>
To: Kate Keane <kkeane@psharvard.org>
Cc: "lgushue@verizon.net" <lgushue@verizon.net>, "jenslavin@yahoo.com" <jenslavin@yahoo.com>, "ldwright@psharvard.org" <ldwright@psharvard.org>, "shoffman@psharvard.org" <shoffman@psharvard.org>

Mon, Oct 21, 2019 at 6:03 AM

Good morning,

The Harvard PTO is pleased to announce that we will fund the formation of the Bromfield politics club magazine for the 2019/2020 school year. We will award the full requested amount of $500.

Please note: we view this money as "seed money" to get the magazine started. It is our hope that going forward, it will be self-sustaining through fundraising efforts or other initiatives of the club.

Congratulations and good luck in the coming year,

Laura Thomas
PTO President

Sent from my iPad

On Sep 26, 2019, at 8:51 AM, Kate Keane <kkeane@psharvard.org> wrote:

Hello,
Please see the attached application. Thank you, Kate Keane

<SBromfield_19092607440.pdf>

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Kate Keane
United States History and Government Instructor
The Bromfield School

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Scott Hoffman <shoffman@psharvard.org>
To: Thomas <thomasl01@hotmail.com>
Cc: Kate Keane <kkeane@psharvard.org>, "lgushue@verizon.net" <lgushue@verizon.net>, "jenslavin@yahoo.com" <jenslavin@yahoo.com>, "ldwright@psharvard.org" <ldwright@psharvard.org>

Mon, Oct 21, 2019 at 6:52 AM

Hi Laura:

Once again, I truly appreciate the amazing support of the PTO. I know the kids will truly enjoy putting together the magazine.

Best,

Scott
[Quoted text hidden]
Kate Keane <kkeane@psharvard.org>  
To: Thomas <thomasl01@hotmail.com>  
Cc: "lgushue@verizon.net" <lgushue@verizon.net>, "jenslavin@yahoo.com" <jenslavin@yahoo.com>, "ldwright@psharvard.org" <ldwright@psharvard.org>, "shoffman@psharvard.org" <shoffman@psharvard.org>

Mon, Oct 21, 2019 at 7:53 AM

Hello Ms. Thomas,
Thank you very much for your support of this project. The students in the Politics Club are dedicated to raising their peers' awareness of global and national politics and I believe, with your support, they will produce a magazine that is an asset to the entire school community! Thank you, Kate Keane

On Mon, Oct 21, 2019 at 6:03 AM Thomas <thomasl01@hotmail.com> wrote:

[Quoted text hidden]  
[Quoted text hidden]
HARVARD PTO GRANT REQUEST FORM

The Harvard PTO recognizes the challenges facing administrators and teachers in enhancing the educational and extracurricular experience for our students. A portion of the funds raised by the PTO is, therefore dedicated to supporting these educational projects through our grant process.

Date of Request: ___9/9/19_________ Total Amount Requested: $____500____

Submitted By: ___________________ Email: 20mramakrishnan@psharvard.org

Program/Project Title: __Bromfield Political Pulse__

Description: (provide as much detail about your request as possible):
The Bromfield Politics Club aims to promote political discussion and analyze news objectively by writing the Bromfield Political Pulse magazine on current events. The magazine has 9 pages with a varying number of articles, with 2 perspectives for each side of a certain issue. We publish one magazine per term talking about different issues, allowing members to analyze certain issues, and talk about their individual opinion for the student body to consume and explore.

Approximate number of students impacted: _The Bromfield Student Body_

Program/Project Start Date & End Date: __Till the end of the school year__

Please itemize expenses (include shipping/handling): 115.35 for booklet, 9.37 tax, pick up from the Staples store

Program Sponsor/Payee: ___________________ Politics Club

Signature of Applicant: ___________________ Date: 9/16

Signature of Principal: ___________________ Date: 9/16

Please email a copy of the completed grant request form to Laura Thomas at thomas01@hotmail.com and place completed grant application with attached estimate in a sealed envelope. Please mark the front of envelope “PTO” and return to the main office. Any questions, please contact Laura Thomas, PTO President, at thomas01@hotmail.com.
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<th>MASC</th>
<th>Subcommittee recommendation</th>
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<td>HES/TBS handbooks</td>
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School Committee Minutes  
Upper Town Hall  
Tuesday, October 15, 2019  
6:15 p.m.

Members attending: John Ruark, Shannon Molloy, Susan Mary Redinger, Sharlene Cronin, Suzanne Allen, Maureen Babcock, Linda Dwight and Aziz Aghayev.

John Ruark called the meeting to order at 6:16 p.m.

Suzanne Allen read the Vision Statement.

Public Commentary – None

Student Update
Taylor Caroom and Brook Caroom, The Bromfield School student representatives, reported students had questions and concerns on the following topics:
- Showing of the movie Angst - will there be a follow-up.
- Middle School Audience - concern they may be too young to understand the concept.
- Distinguishing the different types of depression and anxiety.
- A shift to reduce homework load on weekends.
- Attendance policy – stressful.
- Boys bathroom vandalized – need more awareness to the problem.

Move Agenda Item 13 after Item 3

Student Advisory Council Agenda
Attendance policy
Capital projects
Anxiety/Angst Movie

Middle School Ramp Estimates
David Pollak and Austin Ludwig from Abacus Architects presented in detail their draft specification and options to address the deteriorated existing elevated walkway at The Bromfield School. The scope of work includes reconstruction of the bridge, with two unconditioned storage rooms for a total of $544,362. The addition of the stair from the landing to the landscape below adds $64,550. The fit-out and design modifications required to add the 2 single use bathrooms adds $101,374. And the improvement to the surrounding landscape as laid out by the landscape architect adds $162,877 Alice VonLoescke from the Board of Selectmen spoke about the cost of the bathrooms being of value as a portable toilet rental would exceed the cost of the new bathroom in two years. Don Ludwig from Finance Committee asked if the project could be done over the summer? The architect said that it may not be critical to have the work done over the summer as it won’t interfere much when school is in session. The project could be done in phases but would not be ideal. Stu Sklar – Board of Selectmen – was told by David Pollak that the steel beams are failing. John Seeley, who chairs CPIC, said his committee would want a rationale for the project from the School Committee, along with its funding request by the end of October. After discussion, the Committee decided to send the entire Abacus report to CPIC for consideration.
School Improvement Plan
Principal Scott Hoffman and Associated Principal Robin Benoit presented the TBS School Improvement Plan. They explained strategy used, time-line, resources used and measurement for each goal. The overreaching goals include: to provide a safe, secure and inclusive learning environment for all, and to support engaged teaching and learning and to activate community pride. Their main focus is reducing absenteeism, vaping and lessening disrespectful behavior. Mr. Hoffman also updated the Committee by recognizing several other ongoing efforts in progress. The Committee will vote on the approval of the School Improvement Plan at a future meeting.

Club Approval
Politics Club – Mrs. Keane – Grade 9-12 – create a student driven publication on current world and US politics - $500 stipend.

Global Health Society – Kate Russell - Grades 9-12 – implement projects within the school community related to public health, raise money to fund such projects, raise money to donate materials essential for public health to communities in need locally and globally - $800 stipend.

The Bromfield Garden Club – Erin DeCoste – Grade 6-12 – to manage the garden behind the middle school wing and provide fresh produce for the community - $800 stipend.

Bromfield Wrestling Club – Amanda Welch - Grade 6-12 – to teach youth who want to learn how to wrestle - $500 stipend.

American Sign Language Club – Mike Poe - Grades 6-12 – support students interested to learning the basics of ASL grammar and every day signs to use at home and school - $800 stipend.

SusanMary Redinger made the motion and Sharlene Cronin seconded to approve the clubs as presented.
VOTE 5/0

Establishing an Interim SEPAC
Shannon Molloy introduced Jenny Gillard and Aspen Ference, two parents who have come forward to co-chair SEPAC on an interim basis. Jenny and Aspen introduced themselves and shared their goals for SEPAC and its commitment to advocacy, inclusion and community building in order to promote an environment in our schools that helps all students reach their individual potential. All community members are invited to a meeting on Tuesday, October 22nd, to explore what SEPAC can do to benefit all young people and their families in our community. The first official event will likely be a basic rights presentation. A letter has been prepared to go out in The Harvard Press. The letter will be signed by the full Committee and the Co-Chairs.

Suzanne Allen made the motion and Sharlene Cronin seconded to establish an interim SEPAC appointing Jenny Gillard and Aspen Ference as co-chairs. Signaling our approval by submitting this letter with our signatures to The Harvard Press. Recognizing Jenny Gillard and Aspen Ference as Interim Co-Chairs of the SEPAC asking that they report back on their interim status before the end for the 2019-2020 school year.
VOTE 5/0
Budget Timeline and Process
School Business Manager, Aziz Aghayev presented the time line for budget development and presentations. The dates of October 31 as well as November 1, 4 and 12 will be set aside for the budget, to be presented to the Budget Subcommittee. On November 12 and 25, the budget will be presented to the full School Committee and on November 26th the budget will be presented to the town.
Dr. Dwight presented a list of priorities for the upcoming budget. Items listed in no particular order include:
- Wellness teacher
- Full time Athletic Director
- Tuition Free Kindergarten
- Move athletic cost or other costs into the budget
- Move the food service director’s salary into the budget
- Music teacher
- Busing considerations

Shannon Molloy asked if a Curriculum Coordinator should be considered and if we should reconsider our choice of technology platform being used. Sharlene Cronin suggested adding a district data analyst position. Suzanne Allen would like Wellness to be a priority. John Ruark would like to see something done to reduce user fees.

The direction from the Finance Committee is to present a level service budget. SusanMary Redinger recommended that the technology department prepare a presentation as to why Apple has been selected as the technology platform.

Superintendent Update
See attached

Enrollment Numbers – Tabled to the next meeting

Grant Approval; Vote
The following gifts were presented for approval:

PTO Curriculum enrichment

Harvard Schools Trust
Bromfield Model UN (BMUN) – Bryce Mattie & Lisa Terrio - $4555.
Bromfield Political Pulse – Meena Ramakrishnan & Kate Keane - $500.
Math Club Experience Kit – Mike Morton, Sarah Salch, Kate Guthro, Margaret Murphy - $276.

An additional $590 was allocated for the Nature’s Classroom grant at the request of Rob Cullinane.

Sharlene Cronin made the motion and SusanMary Redinger seconded to approve the grants as presented.
VOTE 5/0
School Building Update
SusanMary Redinger reported that the new building foundation is completely installed and the steel is going up. The next School Building Committee meeting is Thursday, October 17th. The Committee will be doing a walk-through of the site. School Committee members are invited to join at 3:30 p.m. At the next School Building Committee meeting the Committee will be looking to select colors for the stone and brick. Steel is still on target to be finished in November. A time lapse video and live cam of the work site are available to watch on the HES website.

Agenda Items
Enrollment Numbers
HEAC
Negotiation Update
Population of the sections
Enrollment projections
Title IX follow up
Policy
Executive Session
Dashboard subcommittee report

Approval of Meeting Minutes
With no objection, the Chair approved the minutes of the September 23rd meeting as amended.
VOTE 5/0

Liaison/Subcommittee Reports
Shannon Molloy – thanked everyone for being excited about SEPAC.
Shannon Molloy reported that the Policy will be presenting some updates soon.
Shannon Molloy reported that HES School Council met earlier this afternoon
Shannon Molloy reported that HES Council met earlier today and worked on how to formulate the parent survey.
Sharlene Cronin reported that the Field Subcommittee will present their interim report to the Select Board next week. Parks and Recreation approved Baseball funds for field maintenance. Member will be going to Devens on Thursday to assess the fields available and get some information on the cost of renting fields.
Sharlene Cronin reported that the Dashboard Query Committee met – the subcommittee will be seeking School Committee input as to what information should be on our dash board. A full report on what we want to query will follow.
Maureen Babcock reported to the Mass Development Board of Directors in her role DEAC Chair. Her report included student numbers, the US News and World reported stats on Bromfield, contract information, the Vision statement and pictures. Maureen thanked Mass Development for their support of DEAC for 17 years. DEAC has no meeting planned.
SusanMary Redinger reported that CPIC met and the one item they are rating for Special Town meeting is the repair to the library roof. There is hope that if the larger roof needs repair it may qualify for a grant. TBS School Council meets tomorrow and will wait for final approval on the School Improvement plan and then form Subcommittees.
Suzanne Allen reported that School Start Time Committee is focusing on gathering information. The main focus is what could go well, exploring all ideas, engaging community members and collecting information.
John Ruark reported that HEAC is looking at charging station options around town which could be HES and or TBS. The lighting project paperwork is underway with the hope to have it done by the end of the year this project would change over the remaining lights at Bromfield to LED. Aiming for a “Silver Lead” rating at the new school.
John Ruark reported that the Negotiation Subcommittee met with teachers - will update at the next meeting.

Dr. Dwight reminded members to communicate their attendance and plans for the upcoming MASC/MASS conference in Cape Cod.

Public and School Committee Commentary
Maureen Babcock was happy to see student representatives at the meeting tonight. They are a great addition and their contribution to the meeting is wonderful.

Linda Dwight was happy to see members from other town boards present tonight to hear the architect’s presentation on the middle school ramp.

Adjourn
With no objection, John Ruark moved to adjourn the meeting at 9:30 p.m.
VOTE 5/0